

Dana Kautz

Pay Period

5/16/2022 to

5/31/2022

Day	Date	Regular	Paid OT	Comp Time			Holiday	PTO	VAC	Total
				Comp Time Earned (Straight)	Earned Comp Time Used	Comp Conversion Earned (Not in totals)				
Sunday										0.00
Monday	5/16/2022	5.33								5.33
Tuesday	5/17/2022									0.00
Wednesday	5/18/2022									0.00
Thursday	5/19/2022									0.00
Friday	5/20/2022									0.00
Saturday	5/21/2022									0.00
<b>Total Week</b>		<b>5.33</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5.33</b>
Sunday	5/22/2022									0.00
Monday	5/23/2022	8.37								8.37
Tuesday	5/24/2022									0.00
Wednesday	5/25/2022									0.00
Thursday	5/26/2022									0.00
Friday	5/27/2022									0.00
Saturday	5/28/2022									0.00
<b>Total Week</b>		<b>8.37</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.37</b>
Sunday	5/29/2022									0.00
Monday	5/30/2022									0.00
Tuesday	5/31/2022									0.00
Wednesday										0.00
Thursday										0.00
Friday										0.00
Saturday										0.00
<b>Total Week</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Pay Period</b>		<b>13.70</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>13.70</b>

I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Payperiod Notes:

# Dana Kautz

05/16/2022 to 05/31/2022

Regular	PTO	OT	DT	Total Hours
13.70	0.00	0.00	0.00	13.70

Time in	Time out	Duration	
<b>May 16, 2022</b>			
10:00am (MDT)	3:20pm (MDT)	5.33	ADM > ADM - Customer Relations
<b>May 23, 2022</b>			
8:16am (MDT)	3:32pm (MDT)	7.27	Shift Total
6:25pm	7:31pm	1.10	MTG > MTG - Council Meeting